

**REGISTERED SANITARIAN ADVISORY COMMITTEE
TELECONFERENCE
MINUTES
MARCH 11, 2009**

PRESENT: Jeff Kindrai, Brian Jindra, Robert Harris, Michele Williams, and Roman Kaminski

EXCUSED: Nicole Hunger and Douglas Gieryn

STAFF: Colleen Baird, Legal Counsel; Yolanda McGowan, Bureau Director; Nicole Goodman, Bureau Assistant; Other Department staff were present for portions of the meeting

CALL TO ORDER

Yolanda McGowan, Bureau Director, called the meeting to order at 9:03 a.m. A quorum of five members was present.

ADOPTION OF AGENDA

Amendments to the Agenda:

- Closed Session: Under Application Review add David C. Brill

MOTION: Jeff Kindrai moved, seconded by Michelle Williams, to approve the agenda as amended. Motion carried unanimously.

APPROVAL OF MINUTES (JUNE 27, 2008)

MOTION: Robert Harris moved, seconded by Brian Jindra, to approve the minutes of June 27, 2008 as written. Motion carried unanimously.

ADMINISTRATIVE REPORT - YOLANDA MCGOWAN, BUREAU DIRECTOR

2009 Meeting Dates

The Committee was provided a copy of the 2009 meeting dates.

Annual Policy Review

Yolanda McGowan reviewed the Department's annual policy with the Committee and highlighted the check baggage policy.

Department Updates

Yolanda McGowan discussed staff changes within the Department. She informed the Committee that the Department has two new staff members, Hector Colon, Executive Assistant and Gail Sumi, Board Services Division Administrator. She also informed the Committee that the ALJ function has been transferred out the Department to the Department of Hearing and Appeals.

Brian Jindra volunteered to be the Credentialing Liaison.

The Committee requested that "Discussion of Registered Sanitarians application forms" be placed on the next agenda and they will send Yolanda McGowan any recommended changes to the forms prior to the meeting.

Summary Reports on Pending Court Cases, Disciplinary Cases and Administrative Rules and Press Releases

Noted.

CLOSED SESSION

MOTION: Roman Kaminski moved, seconded by Robert Harris, to convene to Closed Session to deliberate on cases following hearing (s. 19.85(1)(a), Stats.; to consider licensure or discipline (s. 19.85(1)(b), Stats.; to consider individual histories or disciplinary data (s. 19.85(1)(f), Stats.; and, to confer with legal counsel (s. 19.85(1)(g), Stats. Motion carried by roll call vote: Robert Harris-yes, Michelle Williams-yes, Brian Jindra-yes, Jeff Kindrai-yes, and Roman Kaminski-yes.

Open Session recessed at 9:20 a.m.

RECONVENE TO OPEN SESSION

MOTION: Jeff Kindrai moved, seconded by Roman Kaminski, to reconvene into Open Session at 10:19 a.m. Motion carried unanimously.

VOTE ON ITEMS CONSIDERED OR DELIBERATED UPON IN CLOSED SESSION, IF VOTING IS APPROPRIATE

APPLICATION REVIEW OR ANY MAILED OR RECEIVED AFTER MAILING OF AGENDA

ADAM W. ELMER

MOTION: Roman Kaminski moved, seconded by Jeff Kindrai, to recommend to the Department to deny Adam W. Elmer to sit for the exam based upon failure to meet minimum requirements. Motion carried unanimously.

JAMES C. MACK

MOTION: Jeff Kindrai moved, seconded by Robert Harris, to recommend to the Department to approve James C. Mack's request for licensure by reciprocity. Motion carried unanimously.

PAULA J. MUGAN

MOTION: Roman Kaminski moved, seconded by Brian Jindra, to recommend to the Department to table Paula J. Mugan's application to sit for the examination and request clarification on her number of hours of experience. Motion carried unanimously.

DAVID C. BRILL

MOTION: Michelle Williams moved, seconded by Robert Harris, to recommend to the Department to table David C. Brill's application to sit for the exam and request more verifiable evidence to support the length and nature of the qualifying experience, including a specific description of his job duties and the number of hours spent in actual work in the environmental health field and provide any plans which he personally prepared such as solid waste, air quality, HACCP pest control plans, and any analysis of environmental hazard critical control plans. Motion carried unanimously.

ADJOURNMENT

MOTION: Robert Harris moved, seconded by Jeff Kindrai, to adjourn the meeting at 10:21 a.m. Motion carried unanimously.